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25X1A

Contracts, Amendments, executed during period of  
27 August 1953 through 2 September 1953

Value

Commodity & Quantity

Status of Contract Actions Pending for Contract Section  
As of 2 September 1953

- A. No Action
- B. Pending receipt of more information, clearances, etc.
- C. Pending bid Opening and Award
- D. Negotiations Underway
- E. Pending drafting of contractual documents
- F. No further action required by procurement officer
1. Pending typing and mailing to Contractor
2. Pending signature of Contractor
3. Pending final clearance and signature of Contracting Officer

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4  
12  
4  
10  
3  
15  
15  
4

33

34  
67

Note: 5 actual requisitions and 34 memos and letters were received during the week which will require contract or other action by the Contract Procurement Officers. Since in many cases two or more of these documents will be consolidated into one action, these figures do not mean that 39 separate actions will be required. The figures above of contract action requests received, approved, or pending are on this consolidated basis. The consolidations, cancellations and transfers resulted in net new contract actions of 4.

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PURCHASE SECTION REPORT

For Week ended 2 September 1953

Requisitions

Balance pending end of previous week

256

Received during week

83

339

Completed during week

119

Balance pending end of week

220

Purchase Orders Issued

335

\$151,605.58

Backlog of Typing

Purchase Orders

12

Correspondence

1

Invitations to Bid

0

Bills of Lading

0

Total

13

## STATUS OF PENDING REQUISITIONS\*

Estimated ValueA. Without Action

Held less than 15 days

99

\$22,480.00

Held more than 15 days

0

-0-

Total

99

\$22,480.00

B. With ActionPending Information from Requisitioning Office

Held less than 30 days

18

4,000.00

Held more than 30 days

0

-0-

Total

18

4,000.00

Pending Receipt or Opening of Bids

Held less than 30 days

46

6,900.00

Held more than 30 days

0

-0-

Total

46

6,900.00

Pending Clearance from GPO and/or GSA

Held less than 30 days

7

500.00

Held more than 30 days

0

-0-

Total

7

500.00

Pending Completion of Service and/or Billing

Held less than 30 days

50

825.00

Held more than 30 days

0

-0-

Total

50

825.00

Total with Action

120

\$17,725.00

C. Total Pending Requisitions

220

\$39,905.00

D. Total Hours of Overtime during the past week:

10

\*Details for each Purchasing Agent are in Purchase Section

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